

**ARKANSAS DEPARTMENT OF EDUCATION**  
**Elementary Education, grades K-6th (area 253)**  
***Additional Licensure Plan,***

Name: \_\_\_\_\_ S.S.#: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Home phone: (\_\_\_\_) \_\_\_\_\_ Work Phone: (\_\_\_\_) \_\_\_\_\_

Email address: \_\_\_\_\_ County: \_\_\_\_\_ School District: \_\_\_\_\_

School districts seeking to employ educators to teach out of field (not in the field in which the educator is currently licensed) will use the Additional Licensure Plan (ALP) to meet that need. School districts may use the ALP process to address unusual emergency situations when licensed educators are asked to teach in areas/levels for which they are not licensed. School districts may not exceed the three-year limit without possible penalty.

**Eligibility Guidelines:** Educators must meet the following conditions:

- ☐ possess a standard Arkansas educator license,
- ☐ seek to add this area of licensure or endorsement, and
- ☐ be assigned to teach in this area rather than the one for which they are currently licensed.
- ☐ Educators licensed in the following areas: B-K, P-4, K-6, 1-6, P-8, 4-8, 4-12 are eligible to test out with the additional requirements listed below:

**Required Assessments:**

Praxis II: Elementary Education Multiple Subjects exam #5001

Minimum subtest score required:

#5002 Reading and Language Arts 157

#5003 Mathematics 157

#5004 Social Studies 155

#5005 Science 159

NOTE: Study guides are available on line at [www.ets.org/praxis/prxar.html](http://www.ets.org/praxis/prxar.html). Any educator wishing to take any Praxis assessment is strongly encouraged to obtain these study materials.

**REQUIRED COURSEWORK: A THREE- HOUR COLLEGE COURSE IN ARKANSAS HISTORY, SIX CREDIT HOURS READING COURSEWORK TO INCLUDE THEORIES AND STRATEGIES FOR TEACHING READING, DIAGNOSIS OF READING DIFFICULTIES, INTERVENTION STRATEGIES FOR STRUGGLING READERS AND EITHER THREE CREDIT HOURS OR THE ADE APPROVED 45 CLOCK HOUR PROFESSIONAL DEVELOPMENT IN DISCIPLINARY LITERACY. For information on adding additional licensure areas by testing out or through a program of study and testing, please refer to the Department of Education website at [www.arkansased.org](http://www.arkansased.org) and click on Educator Licensure, then Add Licensure Area to License.**

**Recommended Content Background:**

- ☐ Growth, development, and learning of K-6 children,
- ☐ Factors influencing individual growth and development of K-6 children,
- ☐ Applications of developmental and curriculum theory,

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- ☐ Planning and implementing curriculum for K-6 children,
- ☐ Evaluating and reporting student progress and the effectiveness of instruction for K-6 children,
- ☐ Professional and legal responsibilities for educators of K-6 children.
- ☐ Reading informational texts across the disciplines closely and critically to analyze the key ideas and details as well as craft and structure with the purpose of integrating knowledge and ideas both within and across texts.

**Recommended Experience Background:**

- ☐ Developed understanding of cognitive development including concepts of the physical world and skills development such as manipulative skills.
- ☐ Developed understanding of physical, personal and social development of children, including such areas as self-concept, learning styles, and stages of social development.
- ☐ Practice with planning, selecting, and implementing appropriate curriculum and materials for instruction of children.
- ☐ Practice with organization and management of the physical learning environment.
- ☐ Practice with recognizing appropriate applications of developmental and curriculum theory.

**Employing School District Guidelines:**

- ☐ The employing district will document the need to assign an educator out of field.
- ☐ The employing superintendent shall submit a waiver request and completed ALP form to the ADE Office of Educator Licensure within 30 days of the out-of-field teaching assignment, thus documenting the above statement.
- ☐ The employing school district understands that an educator working under this ALP shall make adequate yearly progress (as specified in the Rules Governing Educator Licensure) each school year that the educator is employed in the out-of-area assignment.
- ☐ The employing district understands that an educator will have no more than three school years from the first date he/she was employed in the out-of-area assignment by any district to meet full licensure requirements for the additional licensure or endorsement being sought. A waiver request must be submitted each school year the educator is employed out-of-area.

**School District Assurances:**

I certify that the above statements are true and correct to the best of my knowledge.

Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_

**Educator ALP Guidelines:**

Educators shall make adequate yearly progress (as specified in the Rules Governing Educator Licensure) each school year that the educator is employed in the out-of-area assignment. If the educator EITHER leaves the ALP position OR doesn't complete the requirements within three consecutive years, he/she will NOT be eligible for employment again under an ALP for this area of licensure.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_ SS.#: \_\_\_\_\_

**RETURN COMPLETED FORM TO:**

Arkansas Department of Education  
Office of Educator Licensure  
Four Capitol Mall, Room 106 B  
Little Rock, AR 72201-1071

Phone: 501.682.4342  
Fax: 501.682.4898  
www.arkansased.org